

Non-City Employee Disclosure Statement

ALL EMPLOYEES OF THE CITY OF MEMPHIS GOVERNMENT HIRED AFTER JULY 31, 1980 BUT BEFORE JANUARY 1, 2005, ARE REQUIRED TO LIVE AND MAINTAIN LEGAL RESIDENCE WITHIN THE BOUNDARIES OF SHELBY COUNTY WITHIN SIX MONTHS AFTER DATE OF EMPLOYMENT. ALL EMPLOYEES HIRED AFTER JANUARY 1, 2005 ARE REQUIRED TO LIVE AND MAINTAIN LEGAL RESIDENCE WITHIN THE BOUNDARIES OF MEMPHIS CITY LIMITS WITHIN SIX MONTHS AFTER DATE OF EMPLOYMENT. TEMPORARY EMPLOYEES OF THE CITY OF MEMPHIS GOVERNMENT ARE REQUIRED TO LIVE AND MAINTAIN PRIMARY RESIDENCE WITHIN THE BOUNDARIES OF THE CITY OF MEMPHIS.

PROOF OF RESIDENCY IS REQUIRED AT THE POINT OF HIRE.

The Required Documentation Accepted for Proof of Residency is as Follows:

At Least One Of The Following:

- Valid Tennessee Driver's License or State Identification
- Tennessee Vehicle Registration
- Current MLGW Bill (within 30 days)

AND

At Least Two Of The Following:

- Mortgage Papers Or Lease Agreements In The Employee's or Spouse's Name
- Address Section of Federal Tax Return or Tax Bill For Residence
- Recent Bank Statement or Credit Union Statement In Employee's Or Spouse's Name (within 30 days)
- Voter's Registration Card

IN ACCORDANCE WITH FEDERAL LAW, IT IS THE POLICY OF THE CITY OF MEMPHIS TO EMPLOY ONLY U. S. CITIZENS AND ALIENS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. IF HIRED, PROOF OF EMPLOYMENT ELIGIBILITY WILL BE REQUIRED.

THE CITY OF MEMPHIS GOVERNMENT COMPLIES WITH PUBLIC LAW 100-690, "THE DRUG-FREE WORKPLACE ACT OF 1988", AND IS COMMITTED TO PROVIDING A DRUG-FREE WORKPLACE FOR CITY EMPLOYEES. ALL EMPLOYEES ARE REQUIRED TO SUCCESSFULLY COMPLETE A PRE-EMPLOYMENT MEDICAL EXAMINATION WHICH WILL INCLUDE A

LABORATORY TEST TO DETERMINE DRUG USE. THE RESULTS OF THE EXAMINATION WILL BE RELEASED TO THE MANAGER OF EMPLOYMENT AND THE RESULTS OF THE LABORATORY TEST TO DETERMINE DRUG USE SHALL BE A FACTOR IN DETERMINING SUITABILITY FOR EMPLOYMENT.

I HEREBY GIVE PERMISSION TO THE CITY OF MEMPHIS HUMAN RESOURCES DIVISION OR ITS DULY AUTHORIZED REPRESENTATIVE TO CONTACT ANY PERSONS OR COMPANIES NAMED IN THIS STATEMENT OTHER THAN MY PRESENT EMPLOYER, AND TO VERIFY ANY AND ALL EMPLOYMENT HISTORY THAT I HAVE GIVEN ON THIS STATEMENT.

I HEREBY AUTHORIZE MY FORMER EMPLOYERS TO FURNISH THEIR RECORDS OF MY SERVICE, MY REASONS FOR LEAVING THEIR EMPLOY, TOGETHER WITH ALL INFORMATION THEY MAY HAVE CONCERNING ME. I ALSO RELEASE ANY INDIVIDUAL PARTNERSHIP, OR CORPORATION WHICH FORMERLY EMPLOYED ME, ITS OFFICERS, AGENTS AND EMPLOYEES, FROM ANY LIABILITY FOR ANY DAMAGE WHATSOEVER FOR ISSUING SUCH INFORMATION.

I HEREBY CERTIFY THAT THIS FORM CONTAINS NO WILLFUL MISREPRESENTATION OR FALSIFICATION: THAT INFORMATION GIVEN BY ME IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AM AWARE THAT SHOULD INVESTIGATION AT ANY TIME DISCLOSE ANY SUCH MISREPRESENTATION OR FALSIFICATION, MY APPLICATION MAY BE REJECTED, MY NAME MAY BE REMOVED FROM THE EMPLOYMENT LIST AND I MAY BE DISQUALIFIED FROM APPLYING IN THE FUTURE FOR POSITIONS WITH THE CITY OF MEMPHIS, OR MY EMPLOYMENT WITH THE CITY MAY BE TERMINATED.